

Thomas Edison Charter Schools

Governing Board Meeting

Date: May 5, 2021

Meeting called to order at 5:33 p.m. by Kyle Hancock

Board Members Present:

Kyle Hancock

Heather Knight

Michelle Yost

Gaylen Worthen

Tammy King

Carol Hirschi arrived at 5:41 p.m.

Pledge of Allegiance: Kyle Hancock

Agenda Adopted

Shem wanted to thank the board for taking care of parent issues and supporting the administration.

Approve Minutes:

Motion to approve the minutes from April as they are presented – Michelle Yost

Second by Tammy King

Affirmative Vote: Kyle Hancock, Heather Knight, Tammy King, Michelle Yost, and Gaylen Worthen

Resolved: motion passes unanimously

Board Training – Brian Carpenter Podcast and discussion: Brian’s Top Ten Board Bonks

We feel like our board is in good condition. It is wise to review and ask questions.

Business:

Finance Committee Monthly Review: Jim Peterson

The charts were put together some years ago to provide a snapshot on the current status of the school’s finances for North and South campuses. The bottom line is that both campuses are operating well into the black. North is operating at 11,500 below budget and South is operating 17,000 below.

FY 2022 Budgeting: Jim Peterson

There are two sheets. One for each campus. I developed this format for the Thomas Edison board. The front page and 20% of the back page are the expenditures. The rest of the budget is the rest of the

expenses and the revenue. Enrollment is the key to the revenue. You can see how much the school gets for each of the line items. It is the preliminary budget for next school year based on enrollment. I have been conservative on the estimates. Cash Surplus is the difference between the projected revenue and the projected expenses. Of course, we want that in the black. If you look at the very bottom of the back page, it says total encumbered "unrestricted funds". Those numbers are what each campus had accrued as of June 30th of last year. Each campus has accrued more and that number will be updated after June 30th this year. This is a preliminary projection. We will ask for the approval next month as we are required to submit a final budget for this year and a preliminary budget for next year with the state.

Teacher Survey Results: Angela Barton

Every year we survey our teachers. We use the net promoter score with them, the same way we did the parents last month. You can see exactly how many teachers gave the school a ten when asked how likely they were to recommend the school as a place to work. 26 out of 37 teachers at North gave a 10 or a 9. You take your promoters and subtract you detractors. North had an overall score of 67.57 promotor score. South had 47 out of 55 teachers who gave a score of 10 or 9. They had zero detractors and an overall score of 85.45. The district has a promoter score of 78.

Utah Code 53F-2-102(4)(d) – Melani Kirk

At this point we are not going to pursue this.

Finance/Business Vendor – Kyle Hancock

It is time to renew our contract with Red Apple.

Motion to approve Red Apple as our Finance and Business Vendor – Michelle Yost

Second by Heather Knight

Affirmative Vote: Michelle Yost, Tammy King, Heather Knight, Gaylen Worthen, Kyle Hancock, Carol Hirschi

Resolved: Motion passes unanimously

Grant Writer – Kyle Hancock

No discussion or vote needed

Health Education Assurances – Shem Smith

Shem emailed all of the documents from the state to the board for review. We will be doing this annually. The Board is required to review the data.

Board Recognition – Melani Kirk and Shem Smith

Plaques were presented to outgoing Board members.

Principal Reports: Shem Smith and Melani Kirk

Melani Kirk: Enrollment numbers are steadily climbing. Principal goals, the first one was the budget. We met the goal and tripled it. Second one was to prioritize teacher happiness. We surveyed teachers and aides. The scores averaged well above nine. This was a challenging year for faculty and staff. Third, observe each teacher at least once during the school year. This is the biggest challenge. I will try and finish up before school ends. Eighth grade graduation will take place in person this year. Aide and teacher meetings are in progress. Aides are completed. Teachers, where we meet with them and give them their offer letter, are underway. We are having to replace one teacher this year. Rob Davis is going to be leaving us. I hired my daughter, Kiley Kirk, as a substitute and I may hire her as an aide next year. Let me know if you have any concerns.

Shem - Our numbers are holding steady. I have several aide positions I need to fill. I have several teachers not coming back. Aly Mauldin is leaving and going to Salt Lake, Ashley Barlow is moving to Pennsylvania, Shamra Shaffer is getting a position closer to home in Brigham City, and Brandon Kay is moving to Rexburg. State History Fair, we have three who are moving on and have a good chance of placing. It's been an interesting year. A good kind of interesting. The resilience that our students and teachers have shown. We have learned a lot about ourselves.

Vendor Requests: South- Vortex – door repair \$9986.32

Motion to approve Vendor requests – Heather Knight

Second by Kyle Hancock

Affirmative Vote: Kyle Hancock, Heather Knight, Tammy King, Michelle Yost, Carol Hirschi and Gaylen Worthen

Resolved: motion passes unanimously

Personnel Requests:

North-

Colton Fairchild: MS History teacher

Paula Scott: MS Math teacher

Kylie Aitken: One on One Sped aide

Abbey Schaffner: MS Sped

Ali Tillman: MS Sped aide

Melissa Pettit: elementary aide

Motion to approve personnel requests – Kyle Hancock

Second by Carol Hirschi

Affirmative Vote: Kyle Hancock, Heather Knight, Tammy King, Michelle Yost, Carol Hirschi and Gaylen Worthen

Resolved: motion passes unanimously

Motion to move to a closed session – Kyle Hancock

Affirmative Vote: Kyle Hancock, Heather Knight, Tammy King, Michelle Yost, Carol Hirschi and Gaylen Worthen

Resolved: motion passes unanimously

Return to open session 6:58 pm

Motion to approve Vendor Request to select NHB Bank as the refinance option as it was presented to the board– Kyle Hancock

Second by Michelle Yost

Affirmative Vote: Kyle Hancock, Heather Knight, Tammy King, Michelle Yost, Carol Hirschi and Gaylen Worthen

Resolved: motion passes unanimously

Motion to approve a raise of 5% to both Melani Kirk and Shem Smith – Kyle Hancock

Second by Heather Knight

Affirmative Vote: Kyle Hancock, Heather Knight, Tammy King, Michelle Yost, Carol Hirschi and Gaylen Worthen

Resolved: motion passes unanimously

Meeting adjourned at 7:01 pm by Kyle Hancock